M

Home of the Wildcats

MILAN C-2 SCHOOL DISTRICT

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To: Charles N. Davis Ph.D. Date: 2/15/12

Company: Univ. of MO - Journalism Studies Dept.

Fax #: 573-884-5400 Number of Pages (Including Cover Sheet) 19

From: Bill Lewis, Supt.

Concerning: Sunshine Law Request

☐ Urgent ☐ Please Reply ☒ As Requested

Cover Message:

UNIVERSITY *of* MISSOURI

MISSOURI SCHOOL OF JOURNALISM

JOURNALISM STUDIES DEPARTMENT

January 31, 2012

Mr. Bill Lewis
Superintendent
Milan C-2
373 S Market St.
Milan, MO 63556-1150

Dear Mr. Lewis,

Pursuant to the Missouri Sunshine Law (RSMo Chapter 610), I would like to obtain a copy of any and all records and correspondence pertaining to the challenge and/or removal of materials in school libraries and/or classrooms in your school district from January 1, 2008 to present. I have attached the form used by the Boone County School District to initiate book challenges as an example.

I understand that if I seek a copy of this record, there may be a copying fee. Please inform me of that cost prior to making the copy. I can be reached at 573-882-5736.

According to the statute, this request should be acted upon as soon as possible, but in no event later than the third business day following receipt of this letter. If access to the records I requested is going to take longer, please contact me so we can work out a reasonable date. I'll be back in touch in 10 working days if I don't hear from your office.

If you choose to deny the request, then you are required to respond in writing and state the statutory exception authorizing the withholding of all or part of the public record and the name and title or position of the person responsible for the denial.

Thank you for your assistance on this matter.

Sincerely,

Charles N. Davis, Ph.D.
204 Neff Hall
FAX: 573-884-5400

FILE: KLB
Critical

PUBLIC QUESTIONS, COMMENTS OR CONCERNS REGARDING DISTRICT INSTRUCTIONAL/MEDIA/LIBRARY MATERIALS

The Milan C-2 School District Board of Education has the ultimate responsibility for establishing the curriculum and for purchasing instructional, media and library materials to be used by the district. However, the Board recognizes that its authority to remove or censor materials because of ideological or religious content may be limited pursuant to state and federal law.

The Board encourages community input and comments regarding the district's instructional, media and library materials and directs the district staff to answer all questions regarding the selection of the materials. The superintendent or designee will create procedures to efficiently address community member questions or concerns and to provide for an adequate review of the materials, if necessary.

* * * * * * *

***Note:** The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.*

Adopted: September 15, 2005

Revised:

Cross Refs: BDDH, Public Participation at Board Meetings
IIA, Instructional Materials
IIAC, Instructional Media Centers/School Libraries

Legal Refs: *Board of Education, Island Trees Union Free School District v. Pico*, 457 U.S. 853, 871 (1982)

Milan C-2 School District, Milan, Missouri

FILE: KLB-AF
Critical

PUBLIC QUESTIONS, COMMENTS OR CONCERNS REGARDING DISTRICT INSTRUCTIONAL/MEDIA/LIBRARY MATERIALS

(Request for Reconsideration of Materials)

Type of Media ____________________

Title ____________________

Request Initiated By ____________________

Address ____________________ Phone __________

Business ____________________ Phone __________

E-mail Address: ____________________

Complainant represents: Himself/Herself ____________________

Organization ____________________

1. Did you read, view or listen to the complete item? Yes _____ No _____
   If not, what parts did you read or view?

   ____

   ____

2. How was the item acquired (assignment, free selection, from a friend, etc.)?

   ____

3. Is the item part of a set or series? Yes _____ No _____

4. What is objectionable regarding the item and why? (Be specific -- cite pages.)

   ____

5. How did you react to the objectionable part of the item? ____________________

   ____

FILE: KLB-AF
Critical

6. Were there good sections in the item? Yes _____ No _____

If yes, please list them: ______________________________

____

7. Did you locate reviews of the item? Yes _____ No _____

If yes, please cite them: ______________________________

____

8. Did the review(s) substantiate your feelings? ______________________________

9. Is there any educational merit to the item? Yes _____ No _____

10. If yes, indicate such and provide class or approximate grade level: ______________

____

11. How do you see the item being utilized in an educational program? ______________

____

____

12. List the person(s) with whom you have discussed this item: ______________

____

13. What were their reactions and/or opinions? ______________________________

____

14. What do you suggest be provided to replace the item in question? ______________

____

15. What do you suggest be done with the item in question?
    Do not assign/lend it to my child ____________________
    Return it for re-evaluation ____________________
    Other ____________________

Date ____________ Signature ____________________

* * * * * * *

***Note:** The reader is encouraged to review policies and/or procedures for related information in this administrative area.*

Implemented: 04/21/2009 Last Revised: 09/15/2005

Milan C-2 School District, Milan, Missouri

FILE: KLB-AP
Critical

PUBLIC QUESTIONS, COMMENTS OR CONCERNS REGARDING DISTRICT INSTRUCTIONAL/MEDIA/LIBRARY MATERIALS

(Answering Questions/Concerns)

It is necessary to have an orderly procedure that will assure a fair hearing to those who have objections and that will provide for a thorough investigation of disputed materials. The process described below is intended to assure that carefully considered judgments are made in response to criticism or objections.

1. All complaints to staff members are reported immediately to the building principal involved, whether they come by telephone, letter or by personal conference.

2. If the citizen further registers the complaint, he or she will be given a copy of the *Request for Reconsideration of Materials* form, which must be completed and returned to the building principal. The item under consideration must be returned to the building principal with the completed form.

3. Materials subject to the complaint are not removed from use pending committee study and final action by the Board.

4. The building principal arranges a review committee consisting of the librarian, teacher, himself/herself, patron of the district and, if necessary, a district administrator.

5. The committee reviews the material and returns a written report of its finding to the building principal. The committee may recommend that the questioned materials be:

   - Retained without restriction.
   - Retained with restriction.
   - Removed.

6. The building principal reports the recommendation of the review committee to the complainant.

7. The complainant, if not satisfied, may appeal the decision in writing to the superintendent.

8. In case of an appeal, the superintendent reports the recommendation of the review committee and the written appeal to the Board of Education. The Board of Education's decision will be final.

9. The decision of the Board is then reported to the principal and other appropriate professional personnel and then to the complainant. The principal shall then instruct the teacher/librarian to carry out the recommendation of the Board of Education.

* * * * * * *

Milan C-2 School District
Regular Board of Education Meeting
April 21, 2009 – 6:00pm
Minutes

MEMBERS PRESENT: Mr. Richard Clark Vice President, Mr. Jeremy Mosley Secretary, Mr. Bobby McCully, Mr. David Richardson, Mr. Kevin Michael, and Mrs. Sabrina Cook. Other's present include Mr. Bill Lewis Superintendent, Mrs. Tennille Banner Middle School Principal, Duane Schnelle, Misti Miller, Jennifer Neighbors, Sarah Lewis, John Buell, Rae Campbell, Madelyn Richards, Kathy Hullinger, Dan Hullinger, Cindy McKinny, Kara Shoop, and Brandee Brown.

Mr. Richard Clark Vice President, called the meeting to order at 5:58 pm.

All present gave the Pledge of Allegiance.

A motion was made by Mr. Mosley and seconded by Mrs. Cook to certify the election results. David Richardson 324 votes, Duane Schnelle 226 votes, Stephanie Oder 114 votes, Trudy Schnelle 1 vote, K. Fowler 1 vote, Randal Oder 1 vote, G. Gillespie 1 vote, Matt Nichols 1 vote, and Miles Dickson 1 vote. The motion carried 6-0-0.

A motion was made by Mr. Michael and seconded by Mr. McCully to sine die. The motion carried 6-0-0.

The Oath of Office was administered to Mr. David Richardson and Mr. Duane Schnelle by Mr. Bill Lewis.

Officer elections were held. A motion was made by Mr. Richardson and seconded by Mr. Michael to nominate Jeremy Mosley as president. A motion was made by Mr. McCully and seconded by Mr. Mosley to nominate Richard Clark as president. Vote recorded as 5 for Jeremy Mosley and 2 for Richard Clark. Mr. Jeremy Mosley is the new school board president.

A motion was made by Mrs. Cook and seconded by Mr. McCully to nominate Richard Clark as vice president. A motion was made by Mr. Michael and seconded by Mr. McCully to cease nominations. The motion carried 7-0-0. Mr. Richard Clark is the new vice president by acclimation.

A motion was made by Mr. Clark and seconded by Mr. Michael to nominate Sabrina Cook as secretary. A motion was made by Mr. Schnelle and seconded by Mr. McCully to cease nominations. The motion carried 7-0-0. Mrs. Sabrina Cook is the new secretary by acclimation.

A motion was made by Mr. Michael and seconded by Mrs. Cook to appoint Susan Proffitt board treasurer. The motion carried 7-0-0.

A motion was made by Mr. Richardson and seconded by Mr. Michael to approve the agenda as changed. Motion carried 7-0-0.

A motion was made by Mrs. Cook and seconded by Mr. Richardson to approve the March 17, 2009 regular session minutes. Motion carried 6-0-1 with Duane Schnelle abstaining.

A motion was made by Mr. Richardson and seconded by Mr. McCully to approve the March 17, 2009 executive session minutes. Motion carried 6-0-1 with Duane Schnelle abstaining.

A motion was made by Mr. Clark and seconded by Mrs. Cook to approve the March 24, 2009 special open session minutes. Motion carried 6-0-1 with Duane Schnelle abstaining.

A motion was made by Mr. McCully and seconded by Mr. Richardson to approve the March 24, 2009 special closed session minutes. Motion carried 6-0-1 with Duane Schnelle abstaining.

A motion was made by Mrs. Cook and seconded by Mr. Michael to approve the April 9, 2009 special closed session minutes. The motion carried 5-0-2 with Duane Schnelle and Kevin Michael abstaining.

CITIZEN'S COMMUNICATION
Kathy Hullinger address the board regarding concerns she has about literature read in Communication Arts class and insuring that all subject matter is appropriate for public education.

Madelyn Richards expressed concerns over the affects that reading about abuse by children who have experienced abuse themselves.

Rae Campbell expressed her concern over suicide of students.

Kathy Hullinger, Dan Hullinger, Rae Campbell, Madelyn Richards left the meeting at 6:30pm.

APPROVAL OF FINANCIAL STATEMENTS
The Board reviewed the financial statement for March 2009. A motion was made by Mr. Michael and seconded by Mr. Clark to approve the financial statement for March 2009. The motion carried 7-0-0.

BUDGET AMENDMENTS
None at this time.

AUTHORIZATION FOR PAYMENT OF BILLS
A motion was made by Mr. Clark and seconded by Mrs. Cook to pay all the bills. The motion carried 6-0-1 with David Richardson abstaining.

REPORTS
Mr. Lewis presented the perpetual calendar report on Buildings and Grounds to the board. A motion was made by Mr. Richardson and seconded by Mr. McCully to approve the Buildings and Grounds perpetual calendar report as prepared by Bill Lewis. The motion carried 7-0-0.

Mrs. Banner reported that enrollment in the elementary was up two students to 292 at the end of March with an attendance rate of 94.6 percent. The middle school enrollment was up 5 students at the end of March for a total enrollment of 216 with an attendance rate of 94.56 percent. MAP testing is complete. There is a spring dance scheduled for May 15, a spring concert including grades 3-5 and honor choir is scheduled for April 30, and honor choir will perform at Manor Care in Kirksville on April 30. Summer Adventure enrollment is currently 344, last year's enrollment was 336.

Mr. Forster sent a report with the following information: high school enrollment was up one student to 200 at the end of March with an attendance rate of 93.1 percent. Some important dates to remember for April include: Prom April 25th and End Of Course Testing April 29th.

Mr. Lewis updated the board on the tuck pointing project in the high school. Work has been delayed due to the weather but Jacor hopes to return April 22, 2009 to finish the project. The football field project has also been affected by the wet weather. The new bleachers have been ordered for the field project.

Mrs. Dabney reported that it's been a busy season. Athletic awards for high school will be held May 8th at 6:30pm in the high school gym and 7th & 8th grade athletic awards will be held May 13th in the high school gym at 6:30pm. The campus bowl team was commended at District for excellent behavior.

OLD BUSINESS

Bids were opened for a purchase of a new bus. The following bids were received Thomas-Built bid $78,490, Midwest Transit bid $73,200 with camera equipment installed, Central States bid $73,196. A motion was made by Mr. Clark and seconded by Mr. Michael to award the bid for new bus purchase to Midwest Transit for $73,000. The motion carried 7-0-0.

A motion was made by Mr. Michael and seconded by Mrs. Cook to utilize L J Hart & Co. for lease purchase of this new bus. The motion carried 7-0-0.

John Buell left the meeting at 7:15pm.

Parental Censorship Request and Censorship Procedure and Form moved to executive session.

Kara Shoop, Brandee Brown, Sarah Lewis, Misti Miller, and Jennifer Neighbors left the meeting at 7:50pm.

NEW BUSINESS

A motion was made by Mrs. Cook and seconded by Mr. Michael to approve the resignation of Colleen Vreeland as 1st grade teacher. The motion carried 7-0-0.

A motion was made by Mr. Clark and seconded by Mr. McCully to approve the resignation of Ann McDonald as PAT supervisor only. The motion carried 7-0-0.

A motion was made by Mr. Clark and seconded by Mr. Michael to approve the resignation of Alice Heidenwith as Title teacher. The motion carried 7-0-0.

A motion was made by Mr. McCully and seconded by Mr. Schnelle to approve the hire of Deborah Mallette as Middle School Math. The motion carried 7-0-0.

A motion was made by Mr. McCully and seconded by Mrs. Cook to approve the hire of Nathan Dodson as Middle School Social Studies. The motion carried 7-0-0.

A motion was made by Mr. Michael and seconded by Mrs. Cook to approve the hire of Andrew Casper as Instrumental Band. The motion carried 6-1-0 with Richard Clark voting no.

A motion was made by Mr. Clark and seconded by Mr. McCully to approve the hire of Shawna Morgan as Secondary Art Teacher. The motion carried 7-0-0.

A motion was made by Mr. McCully and seconded by Mr. Clark to approve Pam Doty as the ELL Coordinator. The motion carried 7-0-0.

A motion was made to enter into closed session at the next regular board meeting or any meeting in the interim for personnel and litigation pursuant to RSMo 610.021 Sections 3 and 13. Roll Call vote: Mr. Schnelle yes, Mrs. Cook yes, Mr. Clark yes, Mr. McCully yes, Mr. Richardson yes, Mr. Michael yes and Mr. Mosley yes. The motion carried 7-0-0.

The next regular board meeting will be May 19, 2009 at 6:00pm in the EPN room.

A motion was made by Mr. McCully and seconded by Mrs. Schnelle to adjourn regular session and enter executive session. Motion carried 7-0-0.

A motion was made by Mr. Clark and seconded by Mr. McCully to adjourn executive and re-enter regular session. The motion carried 7-0-0.

The parental censorship issue is tabled for further discussion. A motion was made by Mr. Clark and seconded by Mr. Michael to implement the censorship procedure and form. The motion carried 7-0-0.

A motion was made by Mr. McCully and seconded by Mr. Michael to adjourn regular session. The motion carried 7-0-0.

Jeremy Mosley
Board of Education President

Sabrina Cook
Board of Education Secretary

Milan C-2 School District

373 S. Market St., Milan, MO 63556 Phone 660-265-4414 FAX 660-265-4315
Bill Lewis ~ Superintendent
Mark Forster ~ High School Principal Tennille Banner ~ Middle School Principal
Jason Smith ~ Elementary Principal

May 20, 2009

Mrs. Kathy Hullinger
44585 Hwy E
Harris, MO 64645

Dear Mrs. Hullinger,

At the April regular board of education meeting we listened to your concerns about a book read by middle school students. The book was incorporated into the communication arts curriculum, after the teacher learned about the piece of literature at a state meeting entitled the Write to Learn Conference. The book is one that encourages young people to read. The intent of the author was to depict real life drama. He wanted young people to know that no matter how bad a situation may appear adult help is there for the asking.

The board of education's role is to ensure that all students of our school district are given a quality education. We also realize that from time to time parents will disagree with the curriculum; however, we still have to evaluate the situation in regard to the whole student body, not just one student.

Our board of education currently subscribes to Missouri School Board Association policies, which are written by their staff of professionals and attorneys. Along with the policies are procedures and forms. We re-adopted the policy September 15, 2005 concerning instructional/media/library materials. However, we needed the forms and procedures to make the process complete. We adopted the procedures and forms at the April 21, 2009 meeting. They tabled your request so that you could complete the questionnaire and return it for committee consideration.

All future concerns can be dealt with in a timelier manner. We understand and respect your request to remove the book in question from our middle school curriculum. Parents remain empowered with the ability to request their child read another book selection.

Thanks again for your patience in resolving this matter. We appreciate and respect parents who are involved in their child's education.

Professionally,

Bill Lewis

Bill Lewis
Superintendent

INSTRUCTIONAL SERVICES

Policy 6241
(Regulation 6241)
(Form 6241)

Instruction

Challenged Materials

The Board has the ultimate responsibility for establishing the curriculum and for purchasing instructional and/or media materials to be used in the District. While the Board recognizes the right of students to free access to the many different types of books and instructional materials, the Board also recognizes the right of teachers and administrators to select books and other materials in accord with current trends in education and the established curriculum.

It is therefore the policy of the Board to require that books and other instructional materials shall be chosen for values of educational interest and the enlightenment of all students in the community. Instructional materials shall not be excluded on the basis of the writer's racial, nationalistic, political or religious views. Every effort will be made to provide materials that present all points of view concerning international, national and local problems and issues of our times. Books, or other instructional or media materials of sound factual authority, shall not be prescribed, nor removed from library shelves or classrooms on the basis of partisan or doctrinal approval or disapproval. The Board will strive to provide stimulating, effective materials that will be appropriate to the community's values and the students' abilities and maturity levels.

Instructional or media materials used in the District's educational program consist of various types of print and nonprint materials. Despite the care taken to select those materials deemed to be educationally useful, occasional objections to the selection of instructional materials may be made by the public. However, the principles of academic freedom and the freedom to read must be defended, rather than the materials.

If a challenge is made, it should be properly channeled through guidelines and procedures established by the Board.

<u>INSTRUCTIONAL SERVICES</u> **<u>Regulation</u> 6241**
(Form 6241)

<u>Instruction</u>

<u>Challenged Materials</u>

On occasion, honest differences of opinion may arise about books or materials used in the public schools. In order to handle questions that might arise in an impartial and orderly manner, the following procedures shall be followed:

1. All complaints shall be reported immediately to the building principal involved, whether these come by telephone, letter, or personal conference.

2. The person making the complaint shall receive the form "Review of Instructional Materials." A copy of this form may be picked up in the administrator's office.

3. This form must be completed and returned by the person making the complaint.

4. Media being questioned will be removed from use, pending committee study and final action by the Board of Education, unless the material questioned is a basic text.

5. The Superintendent of Schools shall, within fifteen (15) days of receipt of the written request, appoint a review committee of nine people. The committee shall consist of the administrator of the building involved, three teachers, a member of the Board of Education, and four lay persons. The administrator shall serve as secretary.

6. The classroom teachers appointed shall be represented by the grade level or subject area where the media is used, another grade level or subject area, and a librarian.

7. The four lay persons appointed shall be selected from a list of eight people recommended to the Superintendent by the president of the Board of Education. Two of the four persons appointed must be parents/guardians of children in the schools.

8. Within twenty (20) days of the appointment of the committee, the committee shall meet, review the written request for reconsideration, read the questioned materials, evaluate, and prepare a written report of its findings and recommendations to the Superintendent of Schools.

9. The committee may recommend that the questioned materials be:

    a. Retained without restriction;

    b. Retained with restriction; or

    c. Not retained.

10. The Superintendent shall, at the next appointed meeting of the Board of Education, report the recommendations of the Review Committee to the Board of Education. The decision of the Board will be final.

11. The decision of the Board shall be reported to the principal of the school, to the complainant, and to other appropriate professional personnel on the next school day. The principal shall see that the decision of the Board is carried out.

12. The librarian responsible for that school shall keep on file all pertinent information concerning the questioned materials or any books or materials likely to be questioned.

INSTRUCTIONAL SERVICES Form 6241

Instruction

Challenged Materials

REVIEW OF INSTRUCTIONAL MATERIALS

Type of Media: ______________________

Title: ______________________

Request Initiated By: ______________________

Telephone: __________ Address: ______________________

Business: __________ Address: ______________________

E-mail Address: ______________________

Complainant represents: Himself/Herself ______________________

Organization ______________________

1. Did you read, view or listen the complete item? Yes No
   If not, what parts did you read or view? Please be specific--cite page numbers.

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2. How was the item acquired (assignment, free selection, from a friend, etc)?

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3. Is the item part of a set or series? Yes No

4. What is objectionable regarding the item and why? (Be specific – cite pages) ____________

5. How did you react to the objectionable part of the item? ____________

6. Were there good sections in the item? Yes No

If yes, please list them: ____________

7. Did you locate reviews of the item? Yes No

If yes, please cite them: ____________

8. Did the review(s) substantiate your feelings? ____________

9. Is there any educational merit to the item? Yes No

If yes, indicate such and provide class or approximate grade level: ____________________

____

10. How do you see the item being utilized in an educational program? ______________

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11. List the person(s) with whom you have discussed this item: ____________________

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12. What were their reactions and/or opinions? ________________________________

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13. What do you suggest be provided to replace the item in question? ______________

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14. What would you like your library/school to do about this work?

Do not assign/lend it to my child:____________________

Return it to the staff selection committee/department for re-evaluation. __________

Other, please explain:____________________

Signature: ____________________ Date: __________

Implemented: April 21, 2009